

WEEKLY REPORT FOR AGENCY CONTRACTS GROUP

FOR PERIOD ENDING

08 NOVEMBER 1988

1. Progress Report of Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest That Have Occurred During the Preceding Week:

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c. Agency Contracts Group, Office of Logistics, negotiated an \$18,000 firm-fixed-price contract with Eastern Chemical Waste Systems of Washington, D.C., for the Office of Logistics/Supply Group [REDACTED] The purpose of the contract is to remove hazardous waste [REDACTED]

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d. Agency Contracts Group, Office of Logistics, negotiated a \$136,000 firm-fixed-price contract with Operational Politics Incorporated of Grand Junction, Colorado. The contract provides for several runnings of the "Reality in Action & Perception I" and "Reality in Action & Perception II" workshops at a price of \$10,000 and \$36,000 per running, respectively. These workshops

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will be performed on behalf of the Career Development Sector, Directorate of Science and Technology. The period of performance for this action is 1 November 1988 to 30 September 1989. [REDACTED]

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e. Agency Contracts Group, Office of Logistics, negotiated an \$8,500 firm-fixed-price contract with JAYCOR of Vienna, Virginia. The contract provides for an Agency-specific retirement pamphlet that will be written and designed by JAYCOR on behalf of the Deputy Director of Administration, Office of Personnel. Delivery of the pamphlet is scheduled for late December 1988. [REDACTED]

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f. Agency Contracts Group, Office of Logistics, negotiated a \$14,400 firm-fixed-price contract with Robert Slye Electronics, Inc., Arlington, Virginia, on behalf of the Deputy Director of Administration, Office of Current Production and Analytical Support (DDI/CPAS). The contract provides for preventive maintenance of the DDI/CPAS Operation Center's secure closed circuit television system during FY-89. [REDACTED]

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g. Agency Contracts Group, Office of Logistics, negotiated a \$10,320 firm-fixed-price modification on behalf of Installation & Logistics Office, Logistics Management Division, with EMSI LTD. The purpose of the amendment is to reimburse the contractor for work previously performed at the direction of the COTR. The equipment was delivered 30 September 1988. [REDACTED]

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25X1 k. On 1 November 1988, Facilities Management Group (FMG) Contracts Team, issued a contract modification to Energy Systems Engineering, Inc. to provide additional Architectural/Engineering Support to the Design & Engineering Branch, FMG. This modification increases the value of the contract by \$6,849.60 to a total obligated amount of \$52,297.60. [REDACTED]

25X1 l. On 1 November 1988, Facilities Management Group Contracts Team, issued a contract modification to Cooper Lecky Architects, Inc. to provide additional Architectural/Engineering Support during the Cafeteria Expansion Phases II and III construction. This modification (\$200,000) increases the contract value to \$1,484,096. [REDACTED]

25X1 m. On 1 November 1988, Facilities Management Group Contracts Team, issued a contract modification to Emergency Power Engineering, Inc. to provide additional power distribution modules in support of the Office of Information Resources, DI. This modification (\$10,020) increased the contract value to \$135,020. [REDACTED]

25X1 n. On 1 November 1988, Facilities Management Group Contracts Team, held a pre-bid conference for the Renovation of the 7G00 Area in the Original Headquarters Building. Four contractors participated in the conference and site visit. The project supports the Backfill Program. The estimated price range for the project is \$100,000 to \$500,000. [REDACTED]

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[REDACTED]

25X1 p. On 2 November 1988, Facilities Management Group Contracts Team, issued a firm-fixed-price contract to Kleen All of America, Inc. to remove asbestos from the BC Corridor and Steam Room in the Original Headquarters Building in support of the Headquarters Backfill Program. The value of the contract is \$89,664.00. [REDACTED]

g. On 2 November 1988, Facilities Management Group Contracts Team, issued an Invitation for Bids (IFB) to renovate GG and 5G Corridors in the Original Headquarters Building in support of the Headquarters Backfill Program. The IFB was sent to 12 contractors and requires bids to be submitted by 8 December 1988. The estimated price for this project is between \$1,000,000 and \$5,000,000. [REDACTED]

r. On 2 November 1988, Facilities Management Group Contracts Team, issued a contract modification to Doyle, Inc. to proceed with Bid Item 2 (Alternate 1) to provide food service equipment and related work in the Food Court for the Oriental Food Outlet and the Salad Bar Food Outlet. The total price for completing the Cafeteria Expansion Phases II and III was increased by \$170,000 to \$4,357,000. [REDACTED]

s. On 3 November 1988, Facilities Management Group Contracts Team, issued a contract modification to Gilles & Cotting, Inc. for additional costs incurred due to various change orders and delays encountered during contract performance on the OTS Space Renovation in the New Headquarters Building. The contractor proposed compensation in the amount of \$33,625.59. Negotiations with the contractor were held, and the matter was settled for \$16,813. The total value of the contract was increased to \$459,281. [REDACTED]

t. On 4 November 1988, Facilities Management Group Contracts Team, completed negotiations with Universal Craftsmen, Inc. on several changes to the Renovations to Room GU10. The renovations are being accomplished in the New Headquarters Building for the Office of Medical Services. The negotiated net value of the changes (additions and deletions) is \$20,000, which will increase the contract value to \$44,800. A contract modification will be issued on 7 November 1988. [REDACTED]

u. On 4 November 1988, Facilities Management Group Contracts Team, issued a contract modification to Smith, Hinchman & Grylls Associates, Inc. to acquire an additional level of effort for supplemental Architectural-Engineering Services to support the fit-up renovations in the New Headquarters Building. This modification (\$125,000) increased the contract value to \$315,000 and extended the period of performance from 30 September to 31 December 1988. [REDACTED]

v. During the period 31 October - 04 November 1988, the Office of Information Technology Contracts Team issued ten contracts and modifications in the amount of \$8,551,566.00. The contracts and modifications issued provided for renewal of annual services for the Office of Information Technology. Modifications provided funding for scheduled payments against existing Lease to Purchase (LTOP) agreements. Specific staff activities of interest are highlighted below:

Chief, OIT/CT, briefed the Office of Logistics Security Staff's Industrial Security Officers Conference on the relationship of the Contracting Officer, COTR, and Industrial Security Officer to the Agency contract process.

A representative of OIT/CT lectured on Contract Monitoring and Administration to Agency COTRs in the Contract Familiarization Course offered by the Directorate of Intelligence (DI). The DI course is offered several times a year and covers the DI contract process in two-days. The course is not meant to be a replacement for the two-week Contract Process course. Rather it highlights DI specific contracting issues. It is anticipated that an OIT course will be modelled after the DI course in the near future.

A representative of OIT/CT attended the first monthly status review at Titan Systems for the Video Distribution System to be installed at the Headquarters complex. At this time Titan is on schedule and within cost. This project is for the Office of Information Technology, Engineering Group, Communications Engineering Division.

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3. Significant Events Anticipated During the Coming Week:

Deputy Chief, OIT/CT, will attend a management review for the Message Handling Facility (MHF) project on 9 November 1988 at the GE/RCA facility in Camden, New Jersey. The MHF is a combination of automated and manual message processing and distribution services which provide connectivity among the Agency's Communication Network, MHF local Headquarters Components and Local Network Systems. Key issues to be discussed at this meeting are the project schedule and two Engineering Change Proposals which have been submitted by the contractor.

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4. Management Activities and Concerns:

None

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